

**COURTHOUSE SECURITY**

Funding history at a glance:

<u>FY 2008 Actual</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Actual</u>	<u>FY 2011 Budgeted</u>	<u>FY 2012 Recommended</u>	<u>Increase (Decrease)</u>	<u>% Change</u>
\$19,615	\$20,594	\$14,073	\$70,154	\$239,975	\$169,821	242.07

Includes:

1. Supervisory position to oversee Courthouse security
2. Two part-time civilian employees to work the security checkpoint at all times that the Courthouse is open;
3. Metal detector and x-ray machine
4. Checkpoint and turnstiles
5. Courthouse entrance modifications
6. Entry door modifications
7. Intrusion detection system and off-site monitoring
8. Security fencing

NOTES:

1. Courthouse security fees are assessed on each traffic and criminal case and held in the General Fund – they are specifically earmarked for Courthouse security and may not be used for anything else. Of the unappropriated General Fund balance, Courthouse Security Fees account for approximately \$548,000. This is the revenue stream for the equipment purchases and ongoing personnel costs described above. We generally collect between \$112,000 to \$125,000 annually.

		----- Prior Years -----			----- Current Year -----		--2011/2012 Budget Year----		
		Expenditure 2007/2008	Expenditure 2008/2009	Expenditure 2009/2010	Adopted Budget	Actual On 2011/01	Department Request	County Admin Recommends	Adopted Budget
021750	* COURTHOUSE SECURITY *								
021750-1100	SALARIES & WAGES REGULAR				29,843		30,241	30,241	
021750-1300	PART-TIME SALARIES	17,293	17,998	12,406	21,814	29,883	78,104	78,104	
021750-2100	FICA	1,323	1,377	949	3,952	2,286	8,288	8,288	
021750-2210	RETIREMENT				3,367		3,411	3,411	
021750-2215	RETIREMENT - EMPLOYEE SHARE				1,493		1,512	1,512	
021750-2300	HOSPITAL PLAN				8,328		9,084	9,084	
021750-2400	GROUP INSURANCE				332		85	85	
021750-2600	UNEMPLOYMENT INSURANCE	33	40	62	55	88	150	150	
021750-2700	WORKER'S COMPENSATION	966	1,179	656	970	611	1,000	1,000	
021750-6011	UNIFORMS								
021750-8201	EQUIPMENT						108,100	108,100	
	--TOTAL DEPARTMENT--	<u>19,615</u>	<u>20,594</u>	<u>14,073</u>	<u>70,154</u>	<u>32,868</u>	<u>239,975</u>	<u>239,975</u>	
TOTAL - * COURTHOUSE SECURITY *		<u>19,615</u>	<u>20,594</u>	<u>14,073</u>	<u>70,154</u>	<u>32,868</u>	<u>239,975</u>	<u>239,975</u>	
TOTAL FOR FUND		<u>19,615</u>	<u>20,594</u>	<u>14,073</u>	<u>70,154</u>	<u>32,868</u>	<u>239,975</u>	<u>239,975</u>	
FINAL TOTAL		<u>19,615</u>	<u>20,594</u>	<u>14,073</u>	<u>70,154</u>	<u>32,868</u>	<u>239,975</u>	<u>239,975</u>	

NAME	POSITION	DATE HIRED	YEARS OF SERVICE **	GRADE	SALARY LOW 2011-	RANGE HIGH 2012	2010-2011 CURRENT SALARY	PROPOSED PAY PLAN 2011-2012 ACTUAL COST
<b>COURTHOUSE SECURITY</b>								
VACANT	DEPUTY SHERIFF/COURT SECURITY	N/A	N/A	21	29,843	46,257	29,843	30,241

\*\* To calculate years of service, employee must be employed prior to September of any year.

**Sec. 1-13.1. Assessment for the funding of courthouse security personnel.**

It is hereby assessed the sum of ten dollars (\$10.00) costs in each and every criminal and traffic case in which the defendant is convicted in the Southampton County General District Court, the Southampton County Juvenile and Domestic Relations Court, and the Circuit Court of Southampton County, Virginia, which shall be collected by the clerk of the court in which the case is heard and remitted to the Treasurer of the County of Southampton to be held by said treasurer subject to appropriation by the Board of Supervisors of Southampton County for the funding of courthouse security personnel.

The assessment provided for herein shall be in addition to any other fees prescribed by law.

(Ord. of 5-28-02(1); Ord. of 4-23-07)

## COURTHOUSE SECURITY IMPROVEMENTS

The Southampton County Courthouse is the only courthouse in a 50 mile radius that has not received security improvements. In September of 2008 Moseley Architects identified a number of security improvements.

I feel it is time to revisit these proposed improvements. I am suggesting that the improvements be divided into two phases. The first phase would involve the security for the building. Phase two would be secure parking and entrance for the Judges.

Phase one would establish a single security checkpoint for all persons entering the building. This checkpoint would be operational when ever the building would be open. The checkpoint would include a duty station, metal detector, x-ray machine, standard exist turnstile and wheelchair accessible turnstile. All other points of ingress would be secured, allowing only emergency egress. Additionally, this phase should include a closed circuit camera system, intrusion detection system, and card based access system.

The checkpoint would require staffing by two individuals and the monitoring of the security system would be done by the communications center.

I have identified a source of revenue for staffing and security equipment, which would be courthouse security fee funds. These funds are restricted funds and cannot be used for structural improvements to the building.

The staffing can be accomplished by part-time civilian personnel under supervision of the bailiff. The annual cost for staffing is estimated at \$56,000.00.

The estimated cost of the x-ray machine and metal detector would be ~~\$75,000.00~~ <sup>32,000.00 (revised)</sup>.

As of December 31, 2010, the courthouse security fee fund balance is \$547,933.00.

The security improvement to the building, camera system, intrusion detection system and card based access is estimated cost of \$275,000.00.

While I realize that these are extremely difficult economic times, one single active shooting incident will far exceed these cost.

## PHASE ONE

Phase One would cover the lobby checkpoint to offer limited separation of ingress and egress –

a duty station for two (2) security staff annual cost	\$ 56,000
metal detector and x-ray machine	\$ 32,000
standard exit turnstile and wheelchair accessible turnstile	\$ 20,000
expand outer and enter exiting covered colonnade to accommodate checkpoint	\$ 35,000

Phase one would include new screen fencing approximately six feet high and gate constructed at the courtyard area adjacent to the Circuit Court Clerk's Office - \$2,000

Phase one would include equipping the six (6) single entrance exterior doors and two (2) double entrance exterior doors with panic bar emergency release and local alarms  
@ \$425.00 - \$ 5,100

Phase one would contract with a commercial alarm company to provide an intrusion detector system for the building - \$ 12,000

Phase one would include the replacement of the existing inoperable intercom system - \$ 2,000

Phase one would continue to use the present key system and panic/distress button system

**Phase One      estimated total                      \$ 164,100.00**

**Phase two** would move into the closed circuit tv system, a permanent intrusion detector/fire alarm system and electronic security systems.

**Phase three** would address secure parking and entrance for the judges.

- B U D G E T -

E X P E N S E

ACCOUNTING PERIOD 2010/12

		----- Prior Years -----			----- Current Year -----		--2011/2012 Budget Year----		
		Expenditure	Expenditure	Expenditure	Adopted	Actual On	Department	County Admin	Adopted
		2007/2008	2008/2009	2009/2010	Budget	2010/12	Request	Recommends	Budget
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- Estimated at  
Dual coverage